



The Village of Biscayne Park

600 NE 114th St., Biscayne Park, FL 33161

Telephone: 305-899-8000 Facsimile: 305 891 7241

DATE: January 25, 2019

TO: Mayor and Commissioners

FROM: Krishan Manners, Village Manager

RE: Village Update

Mayor and Commissioners:

Below are a few items to note:

- **Movie Night in the Park, January 26, 2019. Join us for a screening of Smallfoot!**
- **Village of Biscayne Park Art Show, Saturday, February 9, 2019, 2-6 p.m.**

- **FINANCE:**

Finance and Village Staff have been providing information to the auditors for the 2018 Audit. Received the first of two small obligated project payments from FEMA. The remainder are still under review.

- **CODE:**

This week Code Officer Caserta has been inundated with preparations for the workshop meeting with the Commissioners for the driveway ordinance, which she also attended. She has redlined the driveway ordinance as requested and met with department heads to further review and provide their expertise into the driveway ordinance. She has received assistance from CGA with a temporary code officer who has been canvassing the community to cite properties for code violations. She has followed up on emails, calls, and re-inspections on a daily basis and assisted residents who come in to the Village office. She has been entering new cases in the system for cited properties, complaints from residents, and closing cases that are in compliance. Conferred with staff and attending meetings regarding enhancing future operations. Continues to follow up on old paperwork and cases from previous officers. Organization continues and so do our other daily duties. Several consuming lien searches have been processed. Code Officer Caserta continues to build a relationship with the community to educate them about violations and how to resolve them accordingly. Public works continues to assist with trash being placed out too early.

Enforcement PROCEDURAL TOTALS:

Closed Cases: 12

Total New Cases Opened: 38



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CATEGORY BREAKDOWN Totals:

Address numbers: 17

Administrative citations: 3

Minimum housing: 1

Overgrown properties: 17

- **POLICE:**

Police Department's Statistics for the Period

Total Cases: 25

Total Cases by Category

Alarms:	5
Assists to Police Agencies:	6
Sick/Injured/Vehicle:	4
Suspicious Person/Vehicle:	1
Investigation:	2
Information/Non-Criminal Investigations:	4
Repossession:	0
Residential Burglary:	0
Vehicle Burglary:	0
Domestic Battery:	0
Hit and Run:	0
Traffic Crash:	1
Fraud:	0
Identity Theft:	0
Traffic Arrest	2

- **PARKS & RECREATION:**

The Parks and Recreation Manager worked on preparations for Movie Night in the Park, being held Saturday, January 26th. Coordinated the Food Truck vendors. Met with Girl Scout Troop leader to discuss Movie Night participation. Movie Night sound check. Concession purchases and orders.

Additionally, replaced a swing in the Tot Lot. Manager followed up with resident to discuss Eagle Scout project at recreation center. Weekly grounds and building maintenance.



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- **PUBLIC WORKS:**

Public Works completed the following this week:

Met with independent Contractor to receive a quote for the removal of the Australian Pines along NE 118th ST and 7th Ave. Removed dirt and leaves from the two catch basin drains at 11520 and 11525 NE 9th Ave. Prepared a presentation for the Public Safety Advisory Board for Traffic Calming Devices.

Prepare Log Cabin to record Drive Way Ordinance Work Shop. Prepare all necessary items for Movie Night for Jan 26. Met with Amy Raymond in regards to the upcoming Art Show and Farmers Market

Research Streets files as needed for the administration. Mulched NE 6th Avenue Bridge landscape east side. Completing the edging all Medians (NE 111 ST, 120 ST and 7th Ave NE 116th ST 118th St and 120th St and 9th Ave). Mowed, weed eating and trimming trees City Wide as needed. Worked on the Butterfly Garden with members of the Park and Parkways advisory board

- **ADMINISTRATION:**

Manager held weekly staff meeting. Worked on Driveway Ordinance with staff. Attended Public Safety Advisory Board and Commission Workshop. Worked on 2018 Audit. Assisted residents as needed.

Wishing everyone a great weekend!